

INVESTIGATING LAW ENFORCEMENT AGENCY IDAHO AMBER ALERT ACTIVATION CHECKLIST

Items in BLUE are required information - Items in BLACK are helpful, but optional

HAVE ALL THE FOLLOWING SUGGESTED CRITERION BEEN MET?

<input type="checkbox"/> Yes <input type="checkbox"/> No	Law Enforcement confirmed or suspected abduction has occurred?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Abduction occurred in last 12 hours ?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Victim under 18
<input type="checkbox"/> Yes <input type="checkbox"/> No	Victim believed to be in imminent danger ?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Descriptive data available on victim, abductor?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Entered NCIC ?

If any criterion is not met, the investigating agency will implement their local Missing / Endangered Person Plan.

Reporting Agency	
Dispatcher Last Name	Dispatcher First Name
Authorizing Officer - Last Name	Officer First Name
Officer Badge & Serial #	Officer's Rank
Toll-free Phone Number	
Law Enforcement Contact E-mail	Law Enforcement Contact Phone
Public Contact E-mail	Public Contact Phone
Media Contact E-mail	Media Contact Phone

Date of Incident / Last Seen	Time of Incident / Last Seen	City	County	Case number
Zip Code	Common Place Name	Full Street Address	Cross Roads &	

Incident Summary: MAXIMUM of 250 Characters

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VICTIM INFORMATION

Last Name	First Name	Age	Date of Birth	Height	Weight
Hair Color	Eye Color	Complexion	Race	Gender	
		Light		<input type="checkbox"/> M <input type="checkbox"/> F	
Additional Descriptors (Glasses, hair style, Scars / Marks / Tattoos)					
Clothing Description					

SUSPECT INFORMATION

Last Name	First Name	Height	Weight	Hair Color	Eye Color	Complexion	Race	Gender
								<input type="checkbox"/> M <input type="checkbox"/> F

Additional Descriptors (Glasses, hair style, Scars / Marks / Tattoos)						
Clothing Description						
VEHICLE INFORMATION						
Color	Year	Make	Model	Body Style	License #	License State
Vehicle Additional Descriptors						

After calling the appropriate ISP Regional Communications Center, please fax or e-mail this information to that center at the numbers or address on the next page.

RCC FAX NUMBERS

NORTH	COEUR D’ALENE	FAX	208-209-8618	PHONE	208-209-8730
SOUTH	MERIDIAN	FAX	208-846-7520	PHONE	208-846-7500

If investigating agency has photographs they wish to be added to the alert, please email to the RCC.

Email address: North - d1dispatchers@isp.idaho.gov
 South - d3dispatchers@isp.idaho.gov